

## Nephi City Corporation Job Description

TITLE: Police Officer

DEPARTMENT: Police

JOB SUMMARY: Under close supervision of the Chief of Police, Lieutenant and/or Sergeant, performs some or all of the following duties:

1. Enforces the Utah Criminal Code, the Utah Traffic Code, and other State, Federal, and Municipal laws.
2. Responds to life and property-threatening calls such as robbery, burglary, family disturbance, theft, vandalism, arson, riot, ect.
3. Conducts investigations and follow-up investigations of crime scenes and suspects; makes arrests of offenders.
4. Writes crime case reports, arrest reports, complaint reports, etc.
5. Appears and testifies in court.
6. Performs traffic enforcement and routine patrol.
7. Operates the intoxilizer and radar equipment.
8. Conducts security checks of business and residential establishments.
9. Issues tickets to traffic violators.
10. Other duties as assigned.

### EDUCATION AND EXPERIENCE:

Graduation from high school or G.E.D. equivalent. Previous full time police officer experience is strongly preferred. Current Utah P.O.S.T. Law Enforcement Certification is strongly preferred. Candidates willing to become certified may also be considered.

### KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of modern principles and practices of law enforcement work; knowledge of applicable municipal, state and federal laws. Skill in the proper use and care of firearms.

Ability to protect self and others; ability to perform police officer duties; ability to develop and maintain good relations with fellow employees, the public, and other agencies.

### SPECIAL QUALIFICATION:

Must possess or obtain a valid Utah Driver's license. Must be 21 years of age.

Residency within the 84648 zip code is required before the end of probation.

Note: Salary range is \$2,915 to \$3,570 per month.